

PERSONNEL COMMITTEE AGENDA

November 20, 2019, 8:00 am
304 E. Grand River, Conference Room 4, Howell, MI 48843

Pages

1. **CALL MEETING TO ORDER**
2. **APPROVAL OF AGENDA**
3. **CALL TO THE PUBLIC**
4. **APPROVAL OF MINUTES** 2

Minutes of Meeting Dated: November 13, 2019

Closed Session Meeting Minutes Dated: October 16, 2019
5. **TABLED ITEMS FROM PREVIOUS MEETINGS**

Resolution Approving the Job Review for the Dispatcher/Trainer/Driver position -
L.E.T.S.
6. **REPORTS**

None.
7. **RESOLUTIONS FOR CONSIDERATION**

7.1 **Human Resources** 4

RESOLUTION APPROVING THE STARTING PAY OF THE NEW EMS
DIRECTOR AT ABOVE HIRE RATE
8. **CLOSED SESSION**

Collective Bargaining Update
9. **ADJOURNMENT**

PERSONNEL COMMITTEE
MEETING MINUTES
Livingston County

November 13, 2019, 8:00 am
304 E. Grand River, Board Chambers, Howell MI 48843

Members Present
William Green , Carol Griffith, Douglas Helzerman

1. CALL MEETING TO ORDER

The meeting was called to order by Commissioner Green at 8:00 a.m.

2. APPROVAL OF AGENDA

Motion to approve the Agenda as presented.

Moved By C. Griffith

Seconded By D. Helzerman

Motion Carried (3-0-0)

3. CALL TO THE PUBLIC

None.

4. APPROVAL OF MINUTES

Minutes of Meeting Dated October 16, 2019

Motion to approve the minutes as presented.

Moved By C. Griffith

Seconded By D. Helzerman

Motion Carried (3-0-0)

5. TABLED ITEMS FROM PREVIOUS MEETINGS

None. Tabled LETS Resolution from 10-16-2019 will be added to future Personnel Committee Agenda.

6. REPORTS

6.1 Energage

Employee Engagement Survey Presentation

Webinar presentation provided by survey partner, Energage VP Tom DeVane. Overall survey results shared utilizing interactive approach with audience participants. High level leverage areas reviewed as well as considerations to address over the coming year.

7. RESOLUTIONS FOR CONSIDERATION

None.

8. ADJOURNMENT

Motion to adjourn the meeting at 8:59 a.m.

Moved By C. Griffith

Seconded By D. Helzerman

Motion Carried (3-0-0)

Respectfully submitted by:

Kim Kanik

Recording Secretary

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

RESOLUTION APPROVING THE STARTING PAY OF THE NEW EMS DIRECTOR AT ABOVE HIRE RATE

WHEREAS, the EMS Director position will be vacated in mid-December, 2019 due to the retirement of the current Director but has been budgeted as full-time for fiscal years 2019 and 2020; and

WHEREAS, the position vacancy was posted both internally and externally and the services of an outside recruiter were utilized; and

WHEREAS, the top two (2) applicants were interviewed by a team of the Acting County Administrator, the Sheriff, the Hartland / Deerfield Fire Chief, and the Human Resources Director; and

WHEREAS, based on market conditions and the required experience qualifications and the request of the successful candidate, it is recommended to offer the selected candidate starting pay at Grade 14, Step 3 (\$91,540 annually), contingent upon acceptable background and reference checks and approval of the appointment by the Board of Commissioners; and

WHEREAS, candidate requests starting vacation accruals to begin at the mid-level tier (17 days per year); and

WHEREAS, funding for this position is approved and included in the 2019 and 2020 operating budgets.

THEREFORE BE IT RESOLVED that based upon the preceding considerations, the Livingston County Personnel Committee, pursuant to the Classification and Administrative Guidelines, authorizes and approves the starting pay of the new EMS Director at a Grade 14, Step 3 (\$91,540 annually). Committee also recommends approval of the new EMS Director starting vacation accruals to begin at the mid-level tier (17 days per year). It is understood that this offer is contingent upon satisfactory background and reference checks and approval by the Board of Commissioners of a separate appointing resolution.

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**MOVED:
SECONDED:
CARRIED:**